

**South Park Stakeholders Group – Executive Committee Meeting  
Tuesday, March 5, 2013, 4:00 PM  
1333 S. Hope St, Los Angeles, CA 90015**

**Committee Members:** Gary Warfel, Robin Bieker, Bob Buente, Phillip Hill

**Staff:** Jessica Lall, Amanda Irvine

**Consultant:** Marco Li Mandri

**Guests:** Stephanie Champion, Michael Hartounian

**MINUTES:**

**Committee Chair, Robin Bieker, called the meeting to order at 4:06 PM. There were no public announcements or comments.**

<i><b>Item</b></i>	<i><b>Discussion</b></i>	<i><b>Action taken?</b></i>
<b>Review Insurance Proposals</b>	Jessica: Health care- two topics: moving from Kaiser to Blue Cross, and the covering of dependents. Current health insurance covers 2 dispatchers with full coverage of dependents, of which they now have 2. Jessica suggests that we move off of Kaiser and toward Blue Cross with options for an HMO or PPO- employees can decide between the 2. It will be a financial hit for dispatchers, but will be getting a raise so the money received balances out. Jessica has proposed we cover 50% of the dependents and HR agrees. Have not spoken with dispatchers about it yet. This proposed new plan is what we would have for any new employees, as well as Jessica and Amanda who will receive coverage in April. Bob: if we hit them on this right away they will be upset. Jessica: This change will give the dispatchers more flexible income. Phillip: do we want to specify number of dependents, which currently could include a spouse. Robin: asks what other BIDs do - 2 Jessica has talked to do not cover dependents at all.	<b>Bob motions to change the health plan to Blue Cross with HMO and PPO options, Phillip seconds, all in favor none opposed.</b>  <b>Bob motions to cover 50% of 1 dependent, Robin seconds, all in favor, none opposed.</b>  <b>Robin motions for title promotion and salary increase for our dispatchers. Phillip seconds, all in favor none opposed.</b>
<b>Review lease</b>	Gary: for 7500 square feet our landlord wants to have a 2 year deal with us, but starting at the beginning of next year he wants to be able to give us 6 mo notice. Rent is increasing to \$5600 from \$5400. We might be subject to the streetcar assessment. Phillip: can vacate? Gary: we have to go through the end of the lease.	<b>Gary motions that subject to review, we approve this lease, seconded by Robin, all in favor, none opposed.</b>
<b>Database presentation</b>	Ofer Azoulay presents via web connection the Accendo database system. (Please see handout for software	<b>No action taken</b>

	specifics). Marco: fears that the more maintenance will rely on this too much and won't walk around the district as much. Bob: Can you input Zimas information. Amanda will see how it will integrate and how to get that information. <i>Discussion and decision tabled.</i>	
<b>Revisit New City America Contract</b>	Marco presents the tasks that he has done and what needs to be done. Marco: if he stops working with BID today, there will be much unfinished work, i.e. we have to file with IRS, BID has to inform the city that won't be called South Park Stakeholders Group anymore. Marco: can accomplish all of the things on the list with our help. Has a 30 day termination clause, simply needs to know if BID chooses to end contract. Bob: task timeline? Marco: needs direction from the board and staff before he can move forward with tasks. Jessica: has concerns with spending a flat rate when we don't utilize Marco consistently, daily, and for \$6,000 a month worth of work. Requires the requested list of tasks completed as well. Gary: there is enough work here, just need to utilize that resource if we're going to pay for it. Bob: Jessica should determine what are priorities for internal (staff) vs. external (consultant). Marco: BID staff should visit and obtain knowledge and data from Little Italy staff. Jessica will make a recommendation to the board next week on what to do with Marco's contract.	<b>No action taken</b>
<b>ULI Sponsorship \$2,500</b>	3,000 is minimum level sponsorship. Bob: this money goes towards important aspects of ULI, and CRALA successor agency will be presenting their plan. Value is an exhibit table, two tickets to event, promotional space, but can get more tix instead. Jessica: need 5 tix.	Bob motions we sponsor ULI at \$3,000, including 5 tix, Robin seconds, all in favor, none opposed.
<b>Sponsorships / Film Festival</b>	<i>Tabled</i>	<b>No action taken</b>
<b>Review bylaw updates</b>	<i>Tabled</i>	<b>No action taken</b>
<b>Capital Expense Update</b>	<i>Tabled</i>	<b>No action taken</b>
<b>Downtown BID Consortium Update</b>	Jessica is working with Sarah of CM Huizar's office to reconvene this, having first meeting in March.	<b>No action taken</b>
<b>Letter of engagement – accountant</b>	Review of GTL letter of engagement	<b>Gary motions that the GTL engagement letter is approved upon treasurer review, Bob seconds, all in favor none opposed.</b>
<b>Portland Trip</b>	<i>Tabled</i>	<b>No action taken</b>

<b>Other business</b>	<b>501C3 vs. 501C6:</b> BID cannot file under the corporation that does not exist- would have to be South Park Stakeholders Group and not Association (yet). Marco: main difference is C6 allows to lobby, C3 allows for charitable donations and grants. Jessica: Tara Devine says it's a bad idea to change now. Board decision will be made on March 14.	<b>No action taken</b>
<b>Next Meeting</b>	March 26, 2013, time TBA	

**Adjourned at 5:27**

**NEXT STEPS:**

- **Bob will:**
  - Purchase the ULI sponsorship and tickets
- **Gary will:**
  - Review the lease
  - Review the GTL letter of engagement
- **Amanda will:**
  - Obtain further information about Accendo and Zimas capabilities
- **Jessica will:**
  - Move forward with health care plan based on decisions made by committee
  - Move forward with the lease
  - Look into whether the BID is subject to streetcar assessment
  - Make a recommendation to the board next week on what to do with Marco's contract.
- **Marco will:**
  - Provide Jessica's requested list of tasks completed in 2013
  - Meet with BID staff in San Diego
  - Instruct his staff to provide BID staff with all current BID materials
  - Move forward on filing with the IRS

**Minutes taken by Amanda Irvine, staff.**